

EDUCATION & TRAINING TOOLKIT

Individual Learning Needs Assessment/Skills Checklist

NAME: _____ DIVISION: *PUBLIC HEALTH NURSING*

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

GENERAL PUBLIC HEALTH NURSE SKILL SET (C.4.1)

(Adapted from Quad Council Public Health Nurse Competencies, 2003)

Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Communication	Demonstrates effective oral and written communication skills				
	Analytic Assessment & Nursing Judgment	1. Demonstrates ability to assess health of individuals, families, groups, and communities and make referrals as appropriate				
		2. Demonstrates ability to analyze assessment data				
		3. Identifies assessment findings out of normal expected ranges				
		4. Identifies strengths and weaknesses of assessment data				
		5. Demonstrates ability to define problem based on analysis of assessment data				

EDUCATION & TRAINING TOOLKIT

Individual Learning Needs Assessment/Skills Checklist

NAME: _____ DIVISION: *PUBLIC HEALTH NURSING*

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Policy Development & Planning	1. Demonstrates ability to develop realistic, measurable health and wellness goals for individuals, families, groups, and communities				
		2. Demonstrates ability to develop individualized nursing care plans that are goal-oriented and based on assessment findings				
		3. Demonstrates ability to develop interventions that are goal-oriented and based on assessment findings for identified community health issues				
		4. Demonstrates ability to successfully follow up on community health issues				
	Community Dimension of Practice	1. Consistently forms partnerships with community members and agencies				
		2. Demonstrates ability to execute effective community assessment				

EDUCATION & TRAINING TOOLKIT

Individual Learning Needs Assessment/Skills Checklist

NAME: _____ DIVISION: *PUBLIC HEALTH NURSING*

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Cultural Competency	1. Provides culturally competent nursing care, respecting diversity				
		2. Recognizes cultural and ethnic influences on health and wellness				
		3. Incorporates cultural and ethnic considerations into nursing care plans				
		4. Consistently obtains culturally relevant written information as appropriate				
		5. Employs appropriate strategies to ensure accurate communication when language barriers are present				
	Basic Public Health Science	1. Identifies functions of partners in the public health system				
		2. Demonstrates ability to utilize public health science to assess health status, determinants of health, and factors influencing health promotion and utilization of health services				

EDUCATION & TRAINING TOOLKIT

Individual Learning Needs Assessment/Skills Checklist

NAME: _____ DIVISION: *PUBLIC HEALTH NURSING*

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

Date	Category	Criteria for evaluation	Skill met / evaluation date	Skill unmet / evaluation date	Resources to address learning needs	Date for skill to be met
	Financial Planning	1. Verbalizes understanding of financial planning in local health department operations				
		2. Verbalizes understanding of financial role in development of interventions				
	Leadership & Systems Thinking	1. Creates culture of ethical practice and decision making				
		2. Consistently utilizes shared vision to promote positive health of the community				
		3. Facilitates collaboration between system partners to ensure participation of key stake holders in community health planning				
		4. Contributes to and monitors organizational performance standards				
		5. Effects positive change utilizing political and legal systems				

EDUCATION & TRAINING TOOLKIT

NAME: _____ DIVISION: *PUBLIC HEALTH NURSING*

SIGNATURE OF APPROVING AUTHORITY: _____ DATE: _____

EMPLOYEE SIGNATURE: _____ DATE: _____

[illegible]